

12 OCT 2005


MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Energy Efficiency Measures for FY06 (Heating Season) Policy


1. **PURPOSE.** This memorandum sets an energy program objective to decrease FY06 energy use per square foot by 3% as compared to FY05. Further, this memorandum outlines my policy and establishes responsibility for the implementation of the Command energy program. Effective implementation of this program will eliminate energy waste, conserve utility dollars and help Fort Carson meet its sustainability goals. Energy reduction goals for FY05 were not met as energy usage per square foot increased approximately 1.5% ultimately increasing utility costs by about \$220,000 for the Post.

2. **APPLICABILITY.** This memorandum is applicable to all Brigades and Battalions, Garrison activities and agencies, and contractors assigned or attached to Fort Carson. I hold Commanders/Directors responsible for the effective implementation of this important program.

3. **POLICY.** Efficient use of energy is and will remain a Command priority especially in this time of dramatically increasing energy prices and the expected gains in personnel and energy consuming facilities. I expect Commanders/Directors to implement an effective energy program IAW chapter 11 of the 7th ID and FC Reg 200-1. Enclosed are the best management practices to help achieve energy reduction goals. Commanders/Directors will ensure that effective, trained Energy Conservation Officer (ECO) and Building Energy Monitor (BEM) positions are established, that an effective unit standard operating procedure (SOP) is published and implemented, and that area inspections are conducted in order to eliminate waste during both duty and non-duty hours. The Directorate of Environmental Compliance and Management (DECAM) will continue to advise units and organizations on the effectiveness of their programs through regularly scheduled Staff Assistance Visits and education initiatives. The Environmental Quality Working Group (EQWG) serves as my energy council. The EQWG will review program effectiveness, identify innovative ways to conserve energy and water, and provide monthly progress reports to the Command.



Encl. B. SHANNON DAVIS
COL, GS
Chief of Staff



MICHAEL RESTY JR
COL, CM
Garrison Commander

DISTRIBUTION: A

ENERGY EFFICIENCY MEASURES FOR FY06 (HEATING SEASON)

1. In an effort to realize immediate energy savings; units, directorates, and agencies will limit heat temperature in the coldest part of the building between 65 and 70 degrees in barracks and offices during occupied hours and 55 degrees in all facilities when buildings are not occupied. Due to special requirements, medical facilities will limit the temperature in their facilities between 70 and 72 degrees. Maintenance shops, bays and hangars should be set at 55 degrees. Buildings will be monitored during cold periods to prevent freeze damage.
2. The Field Officer of the Day (FOD) and Directorate of Environmental Compliance and Management (DECAM) will conduct compliance checks reporting to the Garrison Commander (GC). Units or organizations with two or more repeat findings will report preventive and corrective action taken through the GC to the CG, with a copy furnished to the DECAM, within two (2) working days of notification.
3. The major subordinate command unit staff duty officers (SDO) will conduct daily energy inspections.
4. Turn off all lighting, incandescent and fluorescent, upon leaving a room regardless of duration of vacancy. Use task lighting over lighting an entire room when possible. Do not use lights when adequate outside light is available.
5. All lights, both exterior and interior, will be turned off in unoccupied buildings, except when lights are essential for safety and security purposes. Except for security lighting required by AR190-11, no Army requirement exists for security or fire lights over the doors of buildings.
6. Turn off personal computer (PC) monitors when not needed for 5 minutes. All APCs must be left on, but logged off, as directed by the Directorate of Information Management (DOIM).
7. Per Army Regulations, space heaters are not authorized for use, unless approved by Fire Prevention. An approved space heater must be UL or FM approved, contain a tip over switch, and not be set on combustible materials. Electrical extension cords will only be used temporarily. If the facility heating system is not adequate, contact the Directorate of Public Works (DPW) at 6-5345 for repairs/modifications.
8. The DPW will place additional emphasis on cleaning and preventative maintenance on HVAC equipment, e.g., oil bearings, clean filters, etc. The Utility Control System (UCS) will be used to reduce energy usage while minimizing impacts on building occupants.
9. Encourage these common sense energy saving measures:
 - a. Dress for lower temperatures.
 - b. Keep all doors, bay doors and windows closed while the heat is on.
 - c. Keep blinds/drapes open during sunny but cold days to bring in heat from the sun.
 - d. Buy energy efficient or Energy Star labeled appliances, windows and equipment.
 - e. Repair windows and doors with air leaks immediately.
 - f. Shut off heat vents in unoccupied rooms.
10. For information on the Building Energy Monitor program, Fort Carson energy policies and energy related regulations please visit <http://sems.carson.army.mil/environmental/energy/default.htm> or call 6-1739.